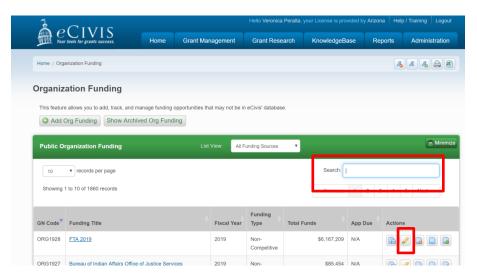


Quick Reference User Guide I

Modifications to Organization Funding

User guide will walk you through the steps to make modifications such as adding the Catalog of Federal Domestic Assistance (CFDA) number for the Organization Funding (ORG) in eCivis. Please note if the grant begins with "US", "AZ" or "FD", then you must email eCivis support at support@ecivis.com with the name of the grant and with the CFDA number or modification request that needs to be made.

To locate the grant in need of modification select "Organizational Funding" under the "Grant Research" tab from eCivis main menu. Find your grant by using search bar



Once the grant is found, select the "Edit Grant" under the action menu.

You will then be able to make modifications such as adding CFDA # to assigned field. Remember to select "Save" once completed

